

Date

Kimberly Rodrigue  
29230 S. Redwood Dr.  
Denham Springs, Louisiana 70726

**Re: Ethics Board Docket No. 2016-745**

Dear Ms. Rodrigue:

The Louisiana Board of Ethics, at its August 19, 2016 Board meeting, considered your request for an advisory opinion regarding whether your post-employment prohibitions would prevent you from working with Arcadis as a management consultant. You terminated your employment with the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) on July 1, 2016. Arcadis does not have any contracts directly with GOHSEP but they do have contracts with applicants/projects.

In October of 2011, you switched positions within GOHSEP from Non-Disaster Grants Team Lead to SAL (State Applicant Liaison) Team Lead. As a SAL Team Lead for GOHSEP, you managed a staff of three SALs that had specific Louisiana applicants/projects assigned to them. In that role, your primary duties were to supervise the day-to-day operations of the SALs, provide guidance and oversight to the SALs in regards to application development, technical assistance and project implementation. You were also responsible for ensuring accurate up-to-date guidance is given to Hazard Mitigation applicants on the full spectrum of FEMA mitigation grant programs, provide visibility and develop local knowledge of all mitigation assistance programs, and assist potential applicants with the mitigation grant process. Although this position is a management position, you stated that you never had approval or denial authority for any projects. You also did not directly manage any applicants/projects. Further, you were never involved in any decision making about hiring and/or contracting with any other agencies to assist GOHSEP with any of its Hazard Mitigation activities.

Your duties with Arcadis would consist of performing grant management functions with project funding agencies and clients pertaining to projects funded by GOHSEP/FEMA, LCDBG/HUD, CDBG/Disaster Recovery USDA, and the State of Louisiana etc. The grant management activities would consist of establishing/maintaining project budgets, coordinating requests for disbursements/reimbursements, and assist in project closeouts after completion. The project management functions would consist of coordinating GOHSEP/FEMA projects as liaison between GOHSEP and client/engineer/architect, respond to RFIs issued by GOHSEP, coordinate/maintain project schedules with engineers, coordinate project contracts and amendments with management and client, and assist management in project monitoring and reporting. If given the position at Arcadis, you would be a permanent W2 employee. You stated that all projects you will work on will be new projects that have not been presented to GOHSEP/FEMA.

The Board concluded, and instructed me to inform you that, the Louisiana Code of Governmental Ethics would not prohibit you from being employed by Arcadis as a management consultant under the facts presented. La. R.S. 42:1121B(1) provides that no former public employee shall, for a period of two years following the termination of his public employment, assist another person, for compensation, in a transaction, or in an appearance in connection with a transaction in which such former public employee participated at any time during his public employment and involving the governmental entity by which he was formerly employed, or for a period of two years following termination of his public employment, render, any service which such former public employee had rendered to the agency during the term of his public employment on a contractual basis, regardless of the parties to the contract, to, for, or on behalf of the agency with which he was formerly employed. The services you will perform on new projects for Arcadis will not involve transactions that you participated in while employed by GOHSEP. Further, the services you will be performing for Arcadis are not being rendered to, for, or on behalf of GOHSEP.

This advisory opinion is based solely on the facts as set forth herein. Changes to the facts presented may result in a different application of the provisions of the Code of Ethics. The Board issues no opinion as to past conduct or laws other than Code of Governmental Ethics. If you have any questions, please contact me at (225) 219-5600 or (800) 842-6630.

Sincerely,

**LOUISIANA BOARD OF ETHICS**

Brett Robinson  
For the Board